

JOINT COMMISSION ON SHARED SERVICES INITIATIVES

Minutes – August 8, 2013

COMMITTEE: Joint Commission on Shared Services Initiatives

DATE: August 8, 2013

TIME: 7:30 a.m.

LOCATION: North Conference Room, City Hall

COMMITTEE CHAIR: Dave Duax

RECORDER: Linda DesForge

Commission Members Present:

City Council: Dave Duax, Kerry Kincaid

County Board: Colleen Bates, Gregg Moore, Gerald Wilkie

School Board: Kathryn Duax, Chris Hambuch Boyle

Commission Members Absent: Eric Larsen, Carol Craig

Staff Present:

Tom McCarty, Mary Ann Hardebeck, Russell Van Gompel, Dale Peters, Frank Draxler, John Genskow, Matt Janiak, Peter Strand, Angie Harmon, Linda DesForge

AGENDA ITEM #1: Call to Order.

Commission Chair Dave Duax called the meeting to order at 7:32 a.m.

AGENDA ITEM #2: Approval of Minutes of Joint Commission on Shared Services Initiatives meeting of May 23, 2013.

ACTION: Kathryn Duax made a motion to approve the minutes as presented. Colleen Bates seconded the motion and the motion carried.

AGENDA ITEM #3: Discussion of the Texas A & M Engineering Extension Training for Elected Officials.

Handouts:

Wisconsin Emergency Management Course Information

Texas A & M Course Information

Tom McCarty summarized the handouts. After discussing the list of courses available, the Commission members agreed that Course MGT 312: "Senior Officials Workshop for All-Hazard Preparedness" would be the most beneficial, since it covers the widest spectrum of issues that may arise during an event and gives a strong overview of the roles of elected officials during an incident.

ACTION: A motion was made by Gregg Moore, and seconded by Kathryn Duax, to proceed with planning for the Texas A & M Senior Officials Workshop for All-Hazards Preparedness (MGT-312). The motion passed unanimously.

Tom McCarty will check to see when the training can be arranged.

AGENDA ITEM #4: Update on the Draft Charter for Combined Land Records Management/GIS initiative.

John Genskow took over this team when Brian Amundson retired. He reviewed the charter and scope and updated the Commission members on the work of the team.

There are two main elements that the team has focused on:

- How to create a community-wide base map without duplication
- How to develop a unified system used by other users

They have researched past agreements, developed flow charts, reviewed needs of existing users, reviewed different mapping protocols and state laws which need to be integrated.

The team is presently working on the Draft Report and recommendation, which is anticipated to be ready for the next meeting of the Commission.

AGENDA ITEM #5: Update on the Status of the JCSSI Annual Report.

Handout: JCSSI Annual Report - April 2013

The Commission discussed the report and made some small modifications.

ACTION: Gregg Moore made a motion to approve the report as amended for presentation to the City Council, County Board, and School Board. The motion passed by unanimous vote.

AGENDA ITEM #6: Update on plans for the showing of *Heroes Behind the Badge* for area elected officials.

The showing of *Heroes Behind the Badge* is scheduled for Thursday, September 5th, at 7:00 p.m. at the Micon Cinema in Downtown Eau Claire. An invitation will be sent to area legislators and elected officials.

AGENDA ITEM #7: Update on the Joint Health Care Project.

Dale Peters updated the Commission on the Joint Health Care Project. The Report has been posted on the websites and e-mailed to employees. It was formally presented to the City Council on April 22, the School Board on May 6, and the County Board on May 21.

Frank Draxler updated the Commission on the RFP for the collection of loss data, data gathering, analyzing data and comparing data to local businesses. This information can be used to negotiate a price.

The cost of the consultant is \$11,000. Each entity would pay \$3,700.

AGENDA ITEM #8: Discussion on the updated Initiatives Dashboard.

Handout: Updated Dashboard

Tom McCarty summarized the Initiatives Dashboard, The main change since the last meeting is that a representative from Altoona has been added to the Combined Land Records Management/GIS Project.

AGENDA ITEM #9: Discussion and report from three administrators on various needs.

Russ Van Gompel: The City, by law, has to pay the cost of defending assessments. He recommends having a dialogue on how the three entities are impacted, with focus on the process and how the three entities can work together.

Mary Ann Hardebeck: The School District is very busy with school opening soon.

Tom McCarty: It is becoming difficult to find more resources and more time as we develop the work groups.

AGENDA ITEM #10: Discussion of future agenda items and future meeting dates.

- Countywide Assessments
- Matrix for projects
- Combined Land Records Report (written)
- School Nursing Program
- Discussion of dashboard outlines and where the work of the Commission ends.

The Commission discussed a date for the November meeting of the Commission, since the regularly-scheduled date falls on Thanksgiving. It was the consensus of the Commission that the November meeting would take place on Thursday, November 21, at 7:30 a.m. at City Hall.

AGENDA ITEM #11: Adjournment.

ACTION: Gerald Wilkie made a motion to adjourn the meeting. The motion was seconded by Kathryn Duax and passed unanimously.

The Commission meeting adjourned at 9:14 a.m.

FUTURE MEETING DATES:	TIME:	LOCATION:
Thursday, September 26	7:30 a.m.	Courthouse, Room 2550
Thursday, November 21	7:30 a.m.	North Conference Room, City Hall